



# TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

[www.tdlr.texas.gov](http://www.tdlr.texas.gov)

## DRIVER EDUCATION ALTERNATIVE METHOD OF INSTRUCTION APPLICATION

Each entity requesting to obtain approval to offer an Alternative Method of Instruction (AMI) for Driver Education shall provide an application for approval that shall be in compliance with 16 TAC Chapter 84 and Education Code, Chapter 1001 and all Texas Department of Licensing & Regulation (TDLR) established guidelines and criteria for a driver training school. An entity offering an AMI only course must have a DE school license. If applying for the first time, a Driver Education School Application must be included with this AMI application.

<b>1. Name of School:</b>	<b>2. School License Number:</b> C
<b>3. School Address:</b>	<b>4. Application Fee: \$9,750.00</b> (all fees are non-refundable)

### Required Documents:

The following must be submitted along with the application:

- \$9,750.00 Application Fee
- Driver Education School License Application and applicable fee (if not a licensed as a TDLR Driver Education School)
- Completed Driver Education AMI Application (this form must be completed in its entirety; where applicable)
- Instructor Roster - List the full name and TDLR Driver Education instructor license number of each current instructor employed at the school. You must employ a driver education teacher or a supervising teacher.
- Login and Password to the on-line course - courses submitted to the department must be an established course and ready for the program specialist to review.
- Cross Reference Form
- Word Count
- DE-964 Certificate Sample - Please request the certificate specifications from [des@tdlr.texas.gov](mailto:des@tdlr.texas.gov)
- Schools offering an on-line only course must submit a traditional course that meets the requirements outlined under 16 TAC Chapter §85.500.

### Important Information:

- Driver education sample school forms are available on the TDLR website.
- Schools may not enroll students until the license has been received.
- For the traditional course, schools must use the Program of Organized Instruction and 16 TAC Chapter 84.500. For the AMI course, schools must use the Program of Organized Instruction, 16 TAC §§85.500 and 84.501 when creating these courses.
- If a driver education school is conducting driver education instruction through AMI, department employees may conduct an audit of the courses offered by the school. Audits may be conducted without prior notice to the provider, and department employees and representatives may enroll and attend a course without identifying themselves as employees or representatives of the department.

**Send your completed application and required documents to:**

Texas Department of Licensing and Regulation  
P.O. Box 12157  
Austin, TX 78711-2157

Documents submitted with your application will not be returned. Keep a copy of your completed application, all attachments, and your check or money order. Do not send cash.

For additional information and questions, please visit the Texas Department of Licensing & Regulation website at [www.tdlr.texas.gov](http://www.tdlr.texas.gov) or reach the Education and Examination division via webform where you can submit your request for assistance and include attachments as needed at <https://ga.tdlr.texas.gov:1443/form/education>. Customer Service can also be reached at (800)803-9202 [in state only], (512) 463-6599, Relay Texas-TDD: (800) 735-2989. Customer Service Representatives are available Monday through Friday 7:00 a.m. until 6:00 p.m. Central Time (excluding holidays).

**5.**

**STATEMENT OF APPLICANT**

By signing this application I certify that all information submitted on this application is true and accurate. I certify that I will comply with all applicable provisions of the law of the Texas Department of Licensing & Regulation (Title 5, Texas Education Code, Chapter 1001) and the rules of the Texas Department of Licensing & Regulation (16 Texas Administrative Code, Chapter 84). I understand that providing false information on this application and all attachments may result in the revocation of the approval I am requesting and the imposition of administrative penalties.

\_\_\_\_\_  
Signature of Owner, Officer, or Authorized Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Printed Name of Owner, Officer or Authorized Representative

\_\_\_\_\_  
Title



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## DRIVER EDUCATION COURSE FOR MINOR AND ADULTS AMI CROSS-REFERENCE

This form is used to cross-reference each of the requirements for Minor and Adult course content to its location in the course materials. Insert the appropriate page number(s) that contain the required information. Please reference [16 TAC §§84.500, 84.501](#) and the [Program of Organized Instruction](#) when completing this form.

THIS FORM MUST BE COMPLETED BY THE APPLICANT OR THE APPLICATION WILL BE REJECTED

<b>School Name:</b> _____	<i>TDLR Use Only</i>
<b>School/Branch Number:</b> <u>C</u> _____	<b>Reviewed By:</b> _____

COURSE CONTENT		MINIMUM FOR EACH MODULE	ACTUAL TIME FOR EACH UNIT (MM:SS)	MULTIMEDIA RESOURCES (MM:SS)	WORD COUNT
MODULE ONE: TRAFFICE LAWS		360			
1.1.1	Introduction				
1.1.2	Your License to Drive				
1.1.3	Right-of-Way				
1.1.4	Traffic Control Devices				
1.1.5	Controlling Traffic Flow				
1.1.6	Alcohol and Other Drugs				
1.1.7	Cooperating with Other Roadway Users				
1.1.8	Driving Plan				
1.1.9	Classroom Progress Assessment				

COURSE CONTENT		MINIMUM FOR EACH MODULE	ACTUAL TIME FOR EACH UNIT (MM:SS)	MULTIMEDIA RESOURCES (MM:SS)	WORD COUNT
<b>MODULE 2: DRIVER PREPARATION</b>		<b>120</b>			
2.1.1	<b>Pre-Drive Tasks</b>				
2.1.2	<b>Occupant Protection</b>				
2.1.3	<b>Symbols and Devices</b>				
2.1.4	<b>Starting Tasks</b>				
2.1.5	<b>Vehicle Operation and Control Tasks</b>				
2.1.6	<b>Post-Drive Tasks</b>				
2.1.8	<b>Driving Plan</b>				
2.1.9	<b>Classroom Progress Assessment</b>				

COURSE CONTENT		MINIMUM FOR EACH MODULE	ACTUAL TIME FOR EACH UNIT (MM:SS)	MULTIMEDIA RESOURCES (MM:SS)	WORD COUNT
<b>MODULE THREE: VEHICLE MOVEMENTS</b>		<b>120</b>			
3.1.1	<b>Visual Attention, Mental Attention, and Communication</b>				
3.1.2	<b>Reference Points</b>				
3.1.3	<b>Vehicle Balance</b>				
3.1.4	<b>Vehicle Maneuvers</b>				
3.1.5	<b>Driving Plan</b>				
3.1.6	<b>Classroom Progress Assessment</b>				
<b>MODULE FOUR: DRIVER READINESS</b>		<b>120</b>			
4.1.1	<b>Driving Practices</b>				
4.1.2	<b>Fatigue</b>				
4.1.3	<b>Aggressive Driving</b>				
4.1.4	<b>Driving Plan</b>				
4.1.5	<b>Classroom Progress Assessment</b>				

COURSE CONTENT		MINIMUM FOR EACH MODULE	ACTUAL TIME FOR EACH UNIT (MM:SS)	MULTIMEDIA RESOURCES (MM:SS)	WORD COUNT
<b>MODULE FIVE: RISK REDUCTION (MANAGEMENT)</b>		<b>120</b>			
5.1.1	<b>Risk Factors</b>				
5.1.2	<b>Space Management</b>				
5.1.3	<b>Driving Plan</b>				
5.1.4	<b>Classroom Progress Assessment</b>				
<b>MODULE SIX: ENVIRONMENTAL FACTORS</b>		<b>120</b>			
6.1.1	<b>Environmental Characteristics</b>				
6.1.2	<b>Environmental Risk Factors</b>				
6.1.3	<b>Driving Plan</b>				
6.1.4	<b>Classroom Progress Assessment.</b>				
<b>MODULE SEVEN: DISTRACTIONS</b>		<b>120</b>			
7.1.1	<b>Distractions</b>				
7.1.2	<b>Multi-task Performances</b>				
7.1.3	<b>Driving Plan</b>				
7.1.4	<b>Classroom Progress Assessment</b>				

COURSE CONTENT		MINIMUM FOR EACH MODULE	ACTUAL TIME FOR EACH UNIT (MM:SS)	MULTIMEDIA RESOURCES (MM:SS)	WORD COUNT
<b>MODULE EIGHT: ALCOHOL AND OTHER DRUGS</b>		<b>360</b>			
8.1.1	Introduction to Alcohol and Other Drugs				
8.1.2	Nature of Alcohol-Related Crashes				
8.1.3	Physiological Effects of Alcohol on the Driving Task				
8.1.4	Psychological Effects of Alcohol on the Driving Task				
8.1.5	Effects of Other Drugs on the Driving Task				
8.1.6	Zero-Tolerance in the Driving Environment				
8.1.7	Driving Plan				
8.1.8	Classroom Progress Assessment				
<b>MODULE NINE: ADVERSE CONDITIONS</b>		<b>120</b>			
9.1.1	Adverse Weather and Limited-Visibility Conditions				
9.1.2	Traction Loss				
9.1.4	Driving Plan				
9.1.5	Classroom Progress Assessment				

COURSE CONTENT		MINIMUM FOR EACH MODULE	ACTUAL TIME FOR EACH UNIT (MM:SS)	MULTIMEDIA RESOURCES (MM:SS)	WORD COUNT
<b>MODULE TEN: VEHICLE REQUIREMENTS</b>		<b>120</b>			
10.1.2	<b>Vehicle Movements</b>				
10.1.2	<b>Preventative Maintenance</b>				
10.1.3	<b>Trip Planning</b>				
10.1.4	<b>Driving Plan</b>				
10.1.5	<b>Classroom Progress Assessment</b>				
<b>MODULE ELEVEN: CONSUMER RESPONSIBILITIES</b>		<b>120</b>			
11.1.1	<b>Vehicle Use and Ownership</b>				
11.1.2	<b>Insuring a Vehicle</b>				
11.1.3	<b>Environmental Protection and Litter Prevention</b>				
11.1.4	<b>Anatomical Gifts</b>				
11.1.5	<b>Recreational Water Safety</b>				
11.1.7	<b>Classroom Progress Assessment</b>				
<b>MODULE TWELVE: PERSONAL RESPONSIBILITIES</b>		<b>120</b>			
12.1.1	<b>Comprehensive Classroom Progress Assessment</b>				
12.1.2	<b>Driver Licensing</b>				
12.1.3	<b>Driving Plan</b>				